

State Workforce Planning Task Force
Meeting Minutes
February 10, 2010
10:00 AM-1:00 PM

Members Present: Janet Kelly, Department of Administration; Dick Clark, Department of Administration; Amy Sassano, Office of Budget and Program Planning; Tom Livers, Department of Environmental Quality; Darlene Staffeldt, Montana State Library; Tim Burton, Department of Justice; Jennifer Jensen, Department of Transportation; Dore Schwinden, Department of Labor and Industry; Christian Mackay, Department of Livestock; Galen Hollenbaugh, Secretary of State's Office; Mike Ferriter, Department of Corrections

Members Absent: Anna Whiting Sorrell, Department of Public Health and Human Services; Jennifer Cole, Office of Indian Affairs; Alan Peura, Department of Revenue

Guests: Marty Roos, Dave Bohyer, Rachel Weiss, Joy Conquergood, Charles Geary, Jody Stahl, Loraine Wodnik, Charles Geary, Libbi Lovshin, Kathe Kountz, Vivian Hammill

Department of Administration Staff Present: Paula Stoll, Peggy Davis, Joe Schopfer, Lisa Coligan, Brent Reinhardt, Linda Davis, Bonnie Shoemaker, Greg Martin

Facilitator: Chris Christensen

Minutes: Bonnie Shoemaker

Welcome: Janet Kelly called the meeting to order at 10:07 a.m., and welcomed members and guests. She turned the meeting over to Chris Christensen.

Agenda: Chris Christensen outlined the agenda.

Meeting Purpose: Chris announced the purpose of this meeting was to provide background information for the task force.

Minutes: As moved by Galen Hollenbaugh, and seconded by Dick Clark, the task force unanimously approved the draft meeting minutes from January 20, 2010.

Introductions: Task force members and guests introduced themselves.

Employee Profile Overview: Paula Stoll introduced the speaker Brent Reinhart. Brent presented an overview of the Employee Profile.

- Janet Kelly asked if a plan existed to address the spike in turnover data for new employees working two years and under. Paula Stoll said she would like task force guidance to address the issue.
- Jennifer Jensen asked if the State Human Resources Division had formed a focus group to address Native American recruitment and retention. Peggy Davis said Linda Davis, John Pavao and John Moore are assigned to lead the focus group efforts.

Recruitment and Selection Myths: Paula Stoll introduced Vivian Hammill, Kathe Kountz and Linda Davis as the panel for the presentation.

Public comments: No public comments

Meeting Wrap-Up: Chris Christensen summarized the results of the meeting.

- Paula Stoll proposed a mission-based performance systems presentation for the next meeting. The group unanimously agreed to the presentation.
- Paula Stoll asked the group if she should try to book Linda Bilmes, author of *The People Factor*, to present to the group on April 5. The group unanimously agreed she should pursue booking Linda Bilmes.

Closing: Janet Kelly closed the meeting by thanking everyone for attending. The meeting was adjourned at 12:55 pm.

The next meeting of the task force will be March 31, 2010, from 10:00 a.m. to 1:00 p.m., in Room 152, Montana State Capitol Building, 1301 E 6th Avenue, Helena, Montana.